



17 March 2020

JBSA Teammates,

In accordance with DoDI1400.25V610 AFI 36-807, *Hours of Work and Holiday Observances*, Enclosure 3, paragraph 2, I hereby delegate authority to approve Weather and Safety Leave related to 2019 Novel Coronavirus (COVID-19) to Mission Partner Commanders and Senior Leaders or their designee. Further delegation is limited to no further than squadron commander/deputy level and Service component equivalent on a case-by-case basis, for instances that prevent employees from safely traveling to or performing work at an approved location due to circumstances related to COVID-19. Approved leave under these circumstances is to be considered administrative leave (LN) for the purpose of Weather and Safety sub code (PS).

For questions concerning absences due to Weather and Safety Leave related to COVID-19, please contact Ms. Corrie Mayer at (210) 808-7571 (JBSA-FSH), Ms. Lourdes Martinez at (210) 671-2817 (JBSA-LAK), or Mr. Jesse Solano at (210) 652-3864 (JBSA-RND).

This delegation will remain in effect until rescinded or superseded.

LAURA L. LENDERMAN
Brigadier General, USAF
Commander, Joint Base San Antonio